

ELEMENT SUMMARY INFORMATION

Element: 1.3.4 Required Inspection Items (RII)

Purpose of this Element (Air Carrier's responsibility):

To ensure that all items identified as RII receive an appropriate inspection prior to the aircraft being returned to service.

Objective (FAA responsibility):

To determine if the Air Carrier's RII policies, procedures and controls are followed.

Inputs:

- 1.3.1 Maintenance Program
- 1.3.2 Inspection Program
- 4.2 Training Program
- Number and Type of Aircraft

Outputs:

- List of personnel who are trained, qualified, and authorized to inspect RIIs.
- List of RIIs.
- All required inspections during maintenance and alterations that have been performed.

Performance Measures:

- The air carrier has and maintains a current list of all RII personnel.
- The air carrier has and maintains a current list of all RIIs.
- All RIIs are identified on work documents in accordance with the Manual.
- All RIIs are inspected in accordance with the Manual prior to the aircraft being returned to service.
- All Required Inspections Items are performed by authorized RII personnel under the direct supervision of the inspection unit.
- The Air Carrier provides written notification for each person assigned Required Inspection authority.
- All temporary RII authorizations are recorded.
 - Number of temporary RII authorizations granted per quarter?
- All RII buy-backs are recorded.
 - Number of RII buy-backs per quarter?

SRR:

- 121.365 (b, c) Maintenance, Preventive Maintenance, and Alteration Operations
- 121.367 (b, c) Maintenance, Preventive Maintenance, and Alterations Programs
- 121.369 (b) (2-9) Manual Requirements
- 121.371 (a-d) Required Inspection Personnel
- 121.375 Maintenance and Preventive Maintenance Training Programs
- 121.378 (a) Certificate Requirements

Other CFRs and/or FAA Guidance:

- FAA Order 8300.10, Volume 2, Chapter 63 "Evaluate CFR Part 121/135.411(a)(2) Company Manual/Revision"
- FAA Order 8300.10, Volume 2, Chapter 64 "Evaluate Continuous Airworthiness Maintenance Program/ Revision"
- FAA Order 8300.10, Volume 2, Chapter 70 "Evaluate CFR Part 121.135.411(a)(2) Maintenance Training Program/Record"
- FAA Order HBAW 98-01 "Air Carrier and Maintenance Provider Contracts"
- FAA Order Refer to appropriate Advisory Circulars

SRR SPECIFIC INFORMATION

SRR	Intent	Inspectors
121.365 (b)	To ensure that the air carrier, including	Certification: Airworthiness
	outsources, has an organization adequate to perform that work.	Surveillance: Airworthiness
121.365 (c)	To ensure that the air carrier, including any	Certification: Airworthiness
	outsources, when performing RII inspections, separates required inspection from other maintenance, preventive maintenance, and alterations.	Surveillance: Airworthiness
121 267 (b)	11 11 11 11 11	Cartifications Airmographicass
121.367 (b)	To ensure that competent personnel are used	Certification: Airworthiness Surveillance: Airworthiness
121 2(7 (a)	to perform RII inspections. To ensure that each aircraft released to service	
121.367 (c)		Certification: Airworthiness Surveillance: Airworthiness
	is airworthy and properly maintained with respect to the completion of RIIs.	Surventance: Airwortniness
121.369	To ensure that the air carrier's Manual	Certification: Airworthiness
(b) (2-9)	contains procedures that address the RII	Surveillance: Airworthiness
	Program.	
121.371 (a)	To ensure that the air carrier does not use	Certification: Airworthiness
	anyone who is not properly trained, qualified, and authorized to perform RII inspections.	Surveillance: Airworthiness
121.371 (b)	To ensure that the person performing the RII	Certification: Airworthiness
	inspection is supervised and controlled by the	Surveillance: Airworthiness
	Inspection Department.	
121.371 (c)	To ensure that the person performing the	Certification: Airworthiness
	work does not do the required inspection.	Surveillance: Airworthiness
121.371 (d)	To ensure that the air carrier identifies and	Certification: Airworthiness
	controls, by list, the RII designated	Surveillance: Airworthiness
	individuals.	
121.375	To ensure that the air carrier has a training	Certification: Airworthiness
	program that includes inspection personnel	Surveillance: Airworthiness
	(i.e., both air carrier and outsource personnel).	
121.378 (a)	To ensure that any RII authorized individual	Certification: Airworthiness
	has an appropriate airman's certificate.	Surveillance: Airworthiness

1.3.4 Required Inspection Items (RII)	1.3.4 Required Inspection Items (RII)			
SECTION 1 - RESPONSIBILITY ATTRIBUTE				
Objective: To determine if there is a clearly identifiable, qualified, and knowledgeable person who is accountable for the quality of the RII process.				
To meet this objective, the inspector will accomplish the following tasks:				
1. Identify the person who is responsible for the quality of the RII process	3.			
2. Review the description in the Manual that delineates the duties and resp	ponsibilities of the person.			
3. Evaluate the person's qualifications and work experience (or resume', i	f appropriate).			
4. Review the appropriate organizational chart.				
5. Discuss the RII process with the person.				
To meet this objective, the inspector will determine and record answers to	the following questions:			
1. Is there a clearly identifiable person who is answerable for the quality of the RII process?	YES If yes, provide the name: No If no, explain:			
2. Does the person understand the procedures associated with the RII process?	☐ YES If no, explain: ☐ NO			
3. Does the person understand the controls associated with the RII process?	YES If no, explain:			
4. Does the person understand the interfaces associated with the RII process?	YES If no, explain:			
5. Does the person understand the process measurements associated with the RII process?	YES If no, explain:			
6. Is the responsibility of this position clearly documented in the air carrier's Manual(s)?	YES If no, explain:			
7. Are the qualification standards for this position clearly documented?	YES If no, explain:			
7a Are the qualification standards for this position appropriate for the duties that are assigned?	YES If no, explain:			
8. Does the person meet the qualification standards?	YES If no, explain:			
9. Does the person acknowledge that he/she has responsibility for the RII process?	YES If no, explain:			
10. Does the person know who has authority to establish and modify the RII process?	YES If no, explain:			

1.3.4 Required Inspection Items (RII)			
SECTION 2 – AUTHORITY ATTRIBUTE			
Objective: To determine if there is a clearly identifiable, qualified, and knowledgeable person with the authority to establish and modify the RII process.			
To meet this objective, the inspector will accomplish the following tasks:			
1. Identify the person who has the authority to establish or modify the RII	process.		
2. Review the description in the Manual that delineates the duties and resp	oonsibilities of the person.		
3. Evaluate the person's qualifications and work experience (or resume', it	f appropriate).		
4. Review the appropriate organizational chart.			
5. Discuss the RII process with the person.			
To meet this objective, the inspector will determine and record answers to a	the following questions:		
1. Is there a clearly identifiable person who has authority to establish and modify the air carrier's policies for the RII process?	YES If yes, provide the name:		
2. Does the person understand the procedures associated with the RII process?	☐ NO If no, explain: ☐ YES If no, explain: ☐ NO		
3. Does the person understand the controls associated with the RII process?	☐ YES If no, explain: ☐ NO		
4. Does the person understand the interfaces associated with the RII process?	☐ YES If no, explain: ☐ NO		
5. Does the person understand the process measurements associated with the RII process?	YES If no, explain:		
6. Is the authority of this position clearly documented in the air carrier's Manual(s)?	YES If no, explain:		
7. Are the qualification standards for this position clearly documented?	YES If no, explain:		
7a Are the qualification standards for this position appropriate for the duties that are assigned?	YES If no, explain:		
8. Does the person meet the qualification standards?	YES If no, explain: No		
9. Does the person acknowledge that he/she has authority for the RII process?	YES If no, explain:		
10. Does the individual know who has the responsibility for the RII process?	YES If no, explain:		
11. Are the procedures for delegation of authority clearly documented for the RII process?	YES If no, explain:		

1.3.4 Required Inspection Items (RII)				
SECTION 3 – PROCEDURES ATTRIBUTE				
Objective: To determine if the air carrier has documented procedures for accomplishing the RII process.				
To meet this objective, the inspector will accomplish the following tasks.	To meet this objective, the inspector will accomplish the following tasks:			
1. Review the documented instructions and information related to the Recontain who, what, where, when, and how.	RII process to ensure that they			
2. Review the FAA Guidance and Specific Regulatory Requirements (Supplemental information section of this SAI.	SRR) included in the			
3. Discuss the RII process with appropriate personnel to gain an unders	standing of the procedures.			
4. Observe the RII process to gain an understanding of the procedures.				
To meet this objective, the inspector will determine and record answers	to the following questions:			
1. Do written procedures exist to achieve the desired result of the RII p	rocess:			
1.1 Do written procedures ensure that the air carrier's maintenance providers have a copy of the procedures identified in the air carrier's manual for specific RII items, specifications, and procedures training? (121.375)[SRR 121.371]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.2 Do written procedures require individuals to show in writing the limitations of their authorization? [SRR 121.371 (a)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.3 Do written procedures provide RII personnel with documentation of their RII authorization and limitations? [SRR 121.369 (b), 121.371(d)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.4 Do written procedures ensure that the air carrier has an RII list identified in their manual that contains the items of maintenance and alterations that must be inspected including but not limited to the following: [SRR 121.369 (b)]				
1.4.1 Engine overhaul;	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.4.2 Propeller overhaul;	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.4.3 Major repairs;	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			

1.3.4 Required Inspection Items (RII)			
SECTION 3 – PROCEDURES ATTRIBUTE			
1.4.4 Major alterations;	YES NO N/A	If no or N/A, explain:	
1.4.5 Pilot/static system maintenance;	YES NO N/A	If no or N/A, explain:	
1.4.6 Installation riggings and adjustments of flight controls (primary and secondary);	YES NO N/A	If no or N/A, explain:	
1.4.7 Engine removal and replacement;	YES NO N/A	If no or N/A, explain:	
1.4.8 Gear removal and replacement;	YES NO N/A	If no or N/A, explain:	
1.4.9 Propeller removal and replacement; and	☐ YES ☐ NO ☐ N/A	If no or N/A, explain:	
1.4.10 Emergency equipment (e.g., slides, passenger service units)?	☐ YES ☐ NO ☐ N/A	If no or N/A, explain:	
1.5 Do written procedures explain the method of performing RII inspections? [SRR 121.369 (b) (3)]	YES NO N/A	If no or N/A, explain:	
1.6 Do written procedures provide a method for reinspecting RIIs that did not pass the initial or subsequent inspections (buyback procedures)? [SRR 121.369 (b) (4)]	☐ YES ☐ NO ☐ N/A	If no or N/A, explain:	
1.7 Do written procedures ensure that the air carrier has the procedures, standards, and limits necessary for required inspections and acceptance or rejection of the items required to be inspected? [SRR 121.369 (b) (5)]	YES NO N/A	If no or N/A, explain:	
1.8 Do written procedures ensure that all required inspections are performed? [SRR 121.369 (b) (6)]	☐ YES ☐ NO ☐ N/A	If no or N/A, explain:	
1.9 Do written procedures prevent any person who performs any item of work from performing any required inspection of that work? [SRR 121.369 (b) (7)] [SRR 121.371 (c)]	YES NO N/A	If no or N/A, explain:	
1.10 Do written procedures identify required inspections on work forms (for example, with the RII abbreviations, asterisks, or any other workable method)? [SRR 121.369 (b)]	☐ YES ☐ NO ☐ N/A	If no or N/A, explain:	

1.3.4 Required Inspection Items (RII)		
SECTION 3 – PROCEDURES ATTRIBUTE		
1.11 Do written procedures require the air carrier to use the list of RII authorized personnel to assign required inspections? [SRR 121.371(d)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.12 Do written procedures explain the method used for tracking temporary RII authorizations?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.13 Do written procedures allow the individual with responsibility temporary RII authorization provided that:	for the RII program to issue a	
1.13.1 Candidates meet the RII qualification standard; [SRR 121.371(d)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.13.2 Candidates are appropriately certificated for the task; [SRR 121.371(d)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.13.3 Candidates have aircraft-specific training; and [SRR 121.371(d)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.13.4 The authorization duration is no longer than the length of the specified task? [SRR 121.371(d)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
2. If alternate procedures exist for use during irregular conditions, do they achieve the same desired results as the primary procedures so that an equivalent level of safety is maintained? (E.g., a manual	☐ YES If no, explain: ☐ NO ☐ N/A, No alternate procedures	
system used as a result of equipment failure). 3. Are the procedures published in different manuals relating to the RII process consistent?	exist for this element YES If no, explain: No	
4. Does the air carrier have a documented method for assessing the impacts of procedural changes to the RII process?	YES If no, explain:	

1.3.4 Required Inspection Items (RII)				
SECTION 4 – CONTROL ATTRIBUTE				
	ve: To determine if checks and restraints are designed into the R achieved.	II pr	ocess	to ensure a desired
To meet	t this objective, the inspector will accomplish the following tasks:			
1. Rev	iew the documented instructions and information related to the R	II pr	ocess.	
	iew the FAA Guidance and Specific Regulatory Requirements (Specific Regulatory Requirements)	SRR)	inclu	ded in the
3. Disc	cuss the RII process with appropriate personnel to gain an unders	tand	ing of	the controls.
4. Obs	4. Observe the RII process to gain an understanding of the controls.			
	t this objective, the inspector will determine and record answers i	to th	e follo	wing questions:
1. Are	the following checks and restraints built into the RII process:			
1.1	Does the air carrier have and maintain a complete and accurate list of RIIs at all times?		YES NO N/A	If no or N/A, explain:
1.2	Does the air carrier ensure that no decision of the personnel performing the RIIs is countermanded by anyone other than either the supervisory personnel of the inspection unit or any person at the that level of administrative control that has overall responsibility for the management of both the required inspection functions and the other maintenance, preventive maintenance, and alterations function? [SRR 121.369 (b) (8)]		YES NO N/A	If no or N/A, explain:
1.3	Does the air carrier ensure that the individual performing the work does not perform the RII inspection of that work? [SRR 121.369 (b) (7),121.371 (c)]		No	If no or N/A, explain:
1.4	Does the air carrier ensure that required inspections that are not completed as a result of shift changes or similar work interruptions are properly completed before the aircraft is released to service? [SRR 121.369 (b) (9)]		YES	If no or N/A, explain:
1.5	Does the air carrier ensure that the performance of the RII inspection is supervised and controlled by the Inspection Department? [SRR 121.371 (b)]		YES NO N/A	If no or N/A, explain:

1.3.4 Required Inspection Items (RII)		
SECTION 4 – CONTROL ATTRIBUTE		
1.6 Does the air carrier prohibit the use of supervisory maintenance personnel other than that within the Inspection Department from becoming RII Inspectors? [SRR 121.369 (b)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.7 Does the Air Carrier retain sole authority to designate individuals as RII, including maintenance providers? [SRR 121.371 (b, d)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.8 Does the Air Carrier retain individual RII authorization letters as permanent records?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.9 Does the Air Carrier require RII authorizations to be countersigned by both the persons authorizing and the persons accepting the RII authorization? [SRR 121.369 (b)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.10 Does the air carrier verify that the candidates for temporary RI	II authorization:	
1.10.1 Have a current airman's certificate appropriate for the task; [SRR 121.371 (a-d)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.10.2 Have aircraft-specific training for the task; and [SRR 121.371 (a-d)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.10.3 Meet the RII qualification standard? [SRR 121.371 (a-d)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.11 Does the temporary authorization expire at the completion of the task for which it was issued?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.12 Does the air carrier have and maintain a current list of RII authorized personnel (including maintenance providers), which identifies each individual by name, occupational title, and designated inspections for which they are authorized? [SRR 121.369 (b) (3)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
2. Do the checks and restraints ensure the desired result is achieved for the RII process?	☐ YES If no, explain: ☐ NO	
3. Does the air carrier have a documented method for assessing the impacts of any changes made to checks and restraints in the RII process?	☐ YES If no, explain: ☐ NO	
4. Does the air carrier have the resources to support the checks and restraints for the RII process?	☐ YES If no, explain: ☐ NO	

1.3.4 Required Inspection Items (RII)			
SECTION 5 - PROCESS MEASUREMENT ATTRIBUTE			
Objective: To determine if the air carrier measures and assesses the RII process, to identify and correct problems or potential problems.			
To meet this objective, the inspector will accomplish the following tasks:			
1. Review the documented instructions and information related to the R	RII process.		
2. Discuss the RII process with appropriate personnel to gain an unders measures.	standing of the process		
3. Observe the RII process to gain an understanding of the process mea	sures.		
To meet this objective, the inspector will determine and record answers	to the following questions:		
1. <deleted></deleted>			
2. Does the air carrier's RII process include the following process measures	surements?		
2.1 The air carrier audits maintenance records of RIIs to ensure that only RII authorized individuals, including maintenance providers, performed the inspections.	☐ YES If no or N/A, explain: ☐ NO ☐ N/A		
2.2 The Air Carrier audits the RII process to ensure that only trained, qualified, and authorized individuals receive RII authorizations.	☐ YES If no or N/A, explain: ☐ NO ☐ N/A		
2.3 The Air Carrier audits aircraft records to ensure RII items are identified in accordance with the Manual	☐ YES If no or N/A, explain: ☐ NO ☐ N/A		
2.4 The air carrier audits temporary RII authorizations to ensure that the individuals:			
2.4.1 Are appropriately certificated;	☐ YES If no or N/A, explain: ☐ NO ☐ N/A		
2.4.2 Meet the RII qualification standard;	☐ YES If no or N/A, explain: ☐ NO ☐ N/A		
2.4.3 Have aircraft-specific training; and	☐ YES If no or N/A, explain: ☐ NO ☐ N/A		
2.4.4 Are authorized for a duration that does not exceed the length of the specified task.	☐ YES If no or N/A, explain: ☐ NO ☐ N/A		
3. Does the air carrier document their process measurement methods and results?	YES If no, explain:		

1.3.4 Required Inspection Items (RII)			
SECTION 5 - PROCESS MEASUREMENT ATTRIBUTE			
4. Are the air carrier's process measurement methods effective?	YES If no, explain:		
5. Does the air carrier use their process measurement results to improve their programs?	YES If no, explain:		
6. Are the process measurement results accessible to the FAA?	YES If no, explain:		
7. Does the organization that conducts the process measurement have direct access to the person with responsibility for the RII process?	YES If no, explain:		
8. Does the air carrier have the resources to support the process measurement for the RII process?	YES If no, explain:		

1.3.4 Required Inspection Items (RII)		
SECTION 6 – INTERFACES ATTRIBUTE		
Objective: To determine if the air carrier identifies and manages the interprocess and the other element processes within the air carrier organization.		
process and the other element processes within the an earrier organization)11.	
To meet this objective, the inspector will accomplish the following tasks:		
1. Review the documented instructions and information related to the R	RII process.	
2. Discuss the RII process with appropriate personnel to gain an unders	tanding of the interfaces.	
3. Observe the RII process to gain an understanding of the interfaces.		
To meet this objective, the inspector will determine and record answers	to the following questions:	
1. Are the following interfaces identified for the RII process:		
1.1 Maintenance Program (Element 1.3.1)	YES If no or N/A, explain:	
	□ N/A	
1.2 Inspection Program (Element 1.3.2)	☐ YES If no or N/A, explain: ☐ NO	
1.3 Continuing Analysis and Surveillance (CAS) (Element 1.3.11)	☐ YES If no or N/A, explain:	
	□ No □ N/A	
1.4 <delete></delete>	☐ YES If no or N/A, explain: ☐ NO	
	□ N/A	
1.5 Other programs approved by Operations Specifications	YES If no or N/A, explain:	
	☐ NO ☐ N/A	
1.6 Maintenance Training Program (Element 4.2.1)	YES If no or N/A, explain:	
	☐ NO ☐ N/A	
1.7 Chief Inspector (Element 7.1.2)	YES If no or N/A, explain:	
	☐ NO ☐ N/A	
1.8 RII Training Requirements (Element 4.2.2)	YES If no or N/A, explain:	
	□ No □ N/A	

1.3.4 Required Inspection Items (RII)	
SECTION 6 – INTERFACES ATTRIBUTE	
1.9 RII Personnel (Element 4.1.1)	YES If no or N/A, explain:
	□ No □ N/A
1.10 (Manual) Currency (Element 2.1.1)	YES If no or N/A, explain:
	□ No
	N/A
1.11 Content Consistency Across Manuals (Element 2.1.2)	YES If no or N/A, explain:
	No
	N/A
1.12 (Manual) Distribution (Element 2.1.3)	YES If no or N/A, explain:
	□ No
	□ N/A
1.13 (Manual) Availability (Element 2.1.4)	☐ YES If no or N/A, explain:
	□ No
	□ N/A
2. List any additional interfaces identified:	
3. Are there written procedures for the use of air carrier personnel in the	YES If no, explain:
application of these interfaces?	□ No
4. Are there controls to ensure that interfaces occur?	☐ YES If no, explain:
	□ No
5. Are the interfaces between the RII process and other processes treated	YES If no, explain:
consistently in the Manual(s)?	No